



Gloucestershire Section 11 Self Assessment Audit Tool
Standards for safeguarding and promoting the welfare of children

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| Name of Agency or Organisation | Stroud District Council |
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Introduction

The tool has been updated by Gloucestershire Safeguarding Children Board during 2017 to incorporate local issues and themes. The audit tool uses a model of self evaluation by partner agencies to help identify areas of good practice and areas that need to be improved.

The key organisations operating within Gloucestershire that are covered by the duty to safeguard and promote the welfare of children and young people are:

- The Local Authority and District Councils that provide children's and other types of services, including children's and adult social care services, public health, housing, sport, culture and leisure services, licensing authorities and youth services
- NHS organisations, including the NHS Commissioning Board and clinical commissioning groups, NHS Trusts and NHS Foundation Trusts
- The police, including police and crime commissioners and the chief officer
- British Transport Police
- The Probation Service
- Community Rehabilitation Companies
- Governors/Directors of Prisons and Young Offender Institutions
- Directors of Secure Training Centres
- Principals of Secure Colleges
- Youth Offending Team



When completing this tool, there must be clear evidence provided for the ratings that are given. For example, wherever possible the rating should be backed up with data or qualitative evidence arising from audit/internal quality assurance processes. The GSCB may ask for further evidence to support the rating that has been given if it is not clear from the information that has been provided.

| Standard 1: Organisational Safeguarding Responsibilities are Clearly Stated | | | | | |
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| Evidence Required | Not Met | Partly Met | Fully Met | Rating | Supporting Evidence and Action Being Taken |
| 1.1 – Each agency has a named person with overall responsibility for safeguarding arrangements (Please state their name and job title) | There is no named person with overall responsibility for safeguarding within the organisation. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There is a named individual with overall responsibility for safeguarding within the organisation. (please provide name and job role in the evidence/comments field) | 3 | Joanne Jordan Director of Customer Service |
| 1.2 – Staff and volunteers within the organisation know who the named person is, and they understand their role and know how to contact them | Staff are not aware that a) there is a named person responsible for safeguarding b) what their role is and c) how to contact them | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Staff are aware that there is a named person with responsibility for safeguarding, they understand their role and know how to contact them | 3 | Staff Level 2 Safeguarding training workshop clarifies who is in the Safeguarding Group, what their role is and how to contact them – including directing to the relevant page on the SDC intranet (see evidence docs attached to email) |



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| <p>1.3 - The importance of safeguarding and promoting the welfare of children is clearly communicated to all staff</p> | <p>This message is not communicated within the organisation.</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>There are a range of communication tools in place that regularly reinforce the importance of safeguarding and promoting the welfare of children.</p> | <p>3</p> | <p>Staff Level 2 Safeguarding Awareness Training clearly communicates this message and every 3 -4 years (from 2016 onwards) training is renewed for all staff</p> <p>Alerts are communicated across the authority - Safeguarding leads and key Service Managers are signed up to the GSCB/GSAB online alerts</p> <p>Posters placed on each floor notice board/Ebley Mill Reception area for campaigns. Regular reminders via SDC Intranet and Proud of Stroud sessions. These sessions involve staff across the organisation and are run every three months.</p> |
| <p>1.4 – There is a clear and accessible safeguarding policy in place which sets out the responsibilities for staff and volunteers for safeguarding children, including when and how to act on safeguarding concerns (provide a copy as</p> | <p>The organisation does not have a safeguarding policy in place.</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>There is a clear policy in place; staff work to the policy and make changes to their practice in line with policy updates</p> | <p>2</p> | <p>SDC has a Safeguarding Policy on a page (created in 2006 in line with the inception of the Gloucestershire Safeguarding Children Board) . This policy has been reviewed periodically by the SDC Safeguarding Group, with minor amendments made in 2015/16 and 2017 to the wording. This Policy has been sent in as evidence with previous TNAs to GCC . In 2016/17, it was shared with District Safeguarding Group colleagues. The Policy will be reviewed in 2018.</p> <p>The Safeguarding (C, YP and Adults) Guide sits underneath the policy as a separate document. SDC amended this guide in 2017/18 by leading on a task and finish group with District Safeguarding Group colleagues, in order to create a consistent format across all six districts. The guide format was accepted by the District Safeguarding Group in 2017 and will be reviewed in the forthcoming year.</p> |



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| evidence) | | | | | <p>The SDC Intranet houses the Policy, the Guide, associated flow charts, reporting forms and links to key documents at GCC/GSCB under one Safeguarding page, including the GCC/GSCB Levels Of Intervention guidance document 2017. In early 2016, SDC introduced a compulsory Safeguarding Awareness Training workshop level 2 for all staff that clarifies where these documents are, what they look like and how to use them to action a Safeguarding concern/incident for children, young people and/or adults. However, it is apparent that access to the page could be improved.</p> <p>Action 2018/19: *SDC Safeguarding Group to work with SDC ICT to review and improve how the above Safeguarding material is presented on the SDC Intranet and links to SDC website.</p> <p>In addition - a new generic Quality Assurance Document is to be created Jan –April 2018 (SDC working in partnership with District Safeguarding Group colleagues and GSCB Business Manager). This document will enable annual check and challenge by SDC Safeguarding group re: staff working to the policy</p> |
| 1.5 - Staff, children and families are aware of how to make complaints when responsibilities | Staff, children and families are not aware of how to make a complaint. | Please rate partly met if your agency had some arrangements in place but is not yet | There is a clear and easy to understand complaints policy in place, which staff, children and families are aware of and understand. The policy is readily accessible and complaints are responded to in a timely manner. | 3 | Staff are aware of the SDC complaints procedure and how to access it via their induction and the SDC Intranet. The community are able to access the SDC Complaints Procedures available on the SDC Website (see link: https://www.stroud.gov.uk/council-and-democracy/about-the-council/contact-us/compliments- |



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| <p>are not met (provide a copy of the complaints policy and data in relation to the number of safeguarding complaints dealt with during the year)</p> | | <p>fully meeting the standard</p> | | | <p>and-complaints/complaints</p> <p>Data for Safeguarding complaints 2016/17: 0 cases thus far</p> |
| <p>1.6 – Whistleblowing concerns are taken seriously and are treated in line with the organisation’s whistleblowing procedures</p> | <p>There is no procedure in place to raise concerns about poor or unsafe practice and potential failures in the organisation’s safeguarding arrangements</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>There is a whistleblowing procedure in place; all staff are aware of the procedure to follow should they have concerns. There are procedures in place for concerns to be raised with the organisation’s leadership team.</p> | <p>3</p> | <p>All SDC staff are aware of the SDC Whistle Blowing Policy and procedures by way of induction, the Staff Handbook (section 2.6-2.6.3) and reminders.</p> <p>(see document attached to email)</p> |
| <p>Standard 2 – A clear line of accountability for the commissioning and/or provision of services designed to safeguard and promote the welfare of children</p> | | | | | |
| <p>2.1 – Safeguarding priorities are reflected in the agency’s strategic</p> | <p>The strategic plan does not make any reference to safeguarding</p> | <p>Please rate partly met if your agency had some arrangement</p> | <p>The strategic plan includes clear safeguarding priorities and there are clear actions for how these will be achieved and what difference will be made for children and families.</p> | <p>1-2</p> | |



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| plan | and it is not felt to be a strategic priority | s in place but is not yet fully meeting the standard | | | |
| 2.2 - Safeguarding governance arrangements are clearly defined within the organisation e.g. through regular discussions at strategic leadership meetings | Safeguarding governance arrangements are not clearly defined within the organisation | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Safeguarding governance arrangements are clearly defined. There are robust discussions in relation to safeguarding responsibilities and all Senior Managers are kept up to date with both local and national safeguarding guidance and the role they have to play in improving outcomes for children. | 1-2 | <p>SDC has a Safeguarding Group, that uses 'e' communication. The last physical meet of this group was in 2015. The compulsory Safeguarding Awareness level 2 Training (and SDC Intranet) clarifies who the members of this group are and who is responsible for Safeguarding governance at SDC and GCC (including links to GSCB website)</p> <p>The SDC Strategic Safeguarding Lead are able to take any Safeguarding actions/issues to Corporate Team, as and when required.</p> <p>GSCB minutes, SCRs and GSCB alerts are 'e'communicated via the SDC Strategic safeguarding lead to SDC Operational Safeguarding leads and relevant Heads of Service/Service Managers across the authority.</p> <p>Action: *SDC Safeguarding group to resume meeting in person quarterly from March/April 2018/19</p> |
| 2.3 - Safeguarding responsibilities are included in job descriptions and/or volunteer responsibilities | Job descriptions and volunteer responsibilities don't make any reference to the | Please rate partly met if your agency had some arrangements in place but is not yet | Safeguarding responsibilities are included in job descriptions and volunteer responsibilities and staff and volunteers are fully aware of to whom they are accountable | 1 | <p>Currently no SDC job descriptions make reference to the safeguarding responsibilities of individuals</p> <p>Action 2018/19: *SDC Safeguarding Group to look at job descriptions used at GCC and district councils. Consultation to take place with SDC Safeguarding Group members about inclusion.</p> |



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| | safeguarding responsibilities of individuals | fully meeting the standard | | | To be completed by end June 2018. |
| 2.4 – Safeguarding is routinely discussed and is a standing item in supervision and appraisal. (please provide evidence of any recent audits) | Safeguarding is not discussed during supervision or included in appraisals | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Safeguarding discussions are integral to all supervision arrangements and clear actions are agreed and followed up through management oversight. Safeguarding responsibilities are included within the appraisal process, which includes a clear focus on learning and development needs of staff and the outcomes that need to be achieved | 1-2 | Safeguarding leads discuss safeguarding issues with their manager in one to one meets, -and team meetings, as and when required. -Discussions amongst the wider SDC staff is patchy and safeguarding is not a standing item in supervision and appraisal. |
| 2.5 - FOR COMMISSIONING ORGANISATIONS ONLY: Private, Voluntary and Independent organisations commissioned to provide services, are compliant with S11 standards and these are monitored through contract monitoring arrangements | Contract monitoring arrangements do not include whether the organisation is compliant with S11 standards. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Compliance with S11 Standards is fully regulated through the contract monitoring arrangements. Any non-compliance is addressed and actions are put in place to ensure full compliance with the standards in order to safeguard children. The organisation has a demonstrable understanding that it is their responsibility to ensure that organisations providing services on their behalf are compliant with Section 11. The GSCB Guidance for Commissioners is used to ensure compliance with S11 standards. | 2 | Between April 2016 and March 2017, SDC Community Services commissioned a proportion of the SDC Youth Participation service , under contract – this contract includes the required Safeguarding elements within it (see evidence of this document attached to this email) All SDC staff members, lead reps for contractors, apprentices and volunteers who are working with children, young people and/or adults who may be in need of care and support are informed about the Children Act 2004 Section 11, by way of Safeguarding Awareness level 2 Training, the SDC Intranet and subsequent links to GSCB and GSAB documents. |



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| 2.6 - FOR COMMISSIONED ORGANISATIONS ONLY: The commissioning process included a requirement to safeguard children. | The commissioning process did not place a requirement on the organisation to safeguard children. | | The commissioning organisation included a specific requirement on the organisation to safeguard children, as part of the commissioning process. | | N/A |
| Standard 3 – There is a culture of listening to children and taking account of their wishes and feelings, both in individual decisions made about them and the development of services | | | | | |
| 3.1 - Service development plans are informed by the views and experiences of children and families | Plans are developed without taking into consideration the wishes and feelings of children, young people and families | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Children and families are actively involved in the design, development and delivery of services. | 2 | SDC adheres to the National Standards for young people and youth participation (Hear by Right) by way of the SDC Senior Youth Officer and SDC Youth Council to ensure that children and young people and families are represented and their views help to inform strategy creation - see link to Youth Work Strategy https://www.stroud.gov.uk/community-and-living/youth-and-community-work SDC Youth Cllrs took part in GSCB Safeguarding event in 2016 to ascertain their views on safeguarding development. |
| 3.2 – The voice and experiences of the child are routinely heard | The voice of the child is not taken into consideration | Please rate partly met if your agency had some | The voice of the child is routinely heard and acted upon. There is clear evidence that the child’s experiences, views and wishes have been taken into account | 2 | SDC adheres to the National Standards for young people and youth participation (Hear by Right) by way of the SDC Senior Youth Officer and SDC Youth Council (see link to Youth Work Strategy |



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| and acted upon | and there is no evidence of the child's views and experiences being recorded on files or evidenced in plans. | arrangements in place but is not yet fully meeting the standard | and assessments and plans are focussed around the needs and timescales of the child. Service user involvement forums and surveys take place on a regular basis. | | https://www.stroud.gov.uk/community-and-living/youth-and-community-work GCC leads on Child action plans |
| 3.3 Feedback from children and families effectively informs internal quality assurance processes and leads to action for improvement (Improvement Plan) | Feedback from children and families is not routinely sought and does not inform quality assurance processes | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Feedback from children and families is an integral part of quality assurance processes within the organisation and their views and experiences are used to improve safeguarding practice through learning and development activity and system changes | 1-2 | SDC adheres to the National Standards for young people and youth participation (Hear by Right) by way of the SDC Senior Youth Officer and SDC Youth Council (see link to Youth Work Strategy https://www.stroud.gov.uk/community-and-living/youth-and-community-work Any feed back from children, young people and their families from GSCB alerts and/or SCRs is used to inform employees at the ongoing Safeguarding Awareness level 2 in-house training. The new generic District LA Quality Assurance Document that is to be created Jan –April 2018 (SDC working in partnership with District Safeguarding Group colleagues and GSCB Business Manager) is based on the new QA model used by Gloucestershire Constabulary and as a result of experiences of children and families. The SDC QA document will enable check and challenge by SDC Safeguarding group. |
| 3.4 - The diversity | There is no | Please rate | Individual needs based on race, | 2 | SDC adheres to the Equalities Act 2010 and and has an |



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| <p>needs of children are met, and there is equality of opportunity</p> | <p>evidence in place to suggest that the work of the organisation is anti-discriminatory . The organisation does not have an equality and diversity policy.</p> | <p>partly met if your agency had some arrangements in place but is not yet fully meeting the standard.</p> | <p>language, religion, faith, gender and disability are taken into account when working with a child and their family.</p> <p>There is an equality and diversity policy and action plan in place which is monitored and updated on a regular basis.</p> | | <p>Equality and Diversitys Policy</p> <p>See link: https://www.stroud.gov.uk/council-and-democracy/corporate-plans-and-policies/equality-and-diversity/equality-and-diversity-policy</p> |
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| Standard 4 – Effective Inter-Agency Working to safeguard children | | | | | |
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| 4.1 - The organisation is regularly represented and is an active participant at safeguarding forums, meetings and child protection conferences (if invited) | There is little or no representation by the organisation at safeguarding meetings and forums. When the organisation is represented, they do not take an active role in discussion and decision making | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There is a representative from the organisation who regularly attends safeguarding meetings or forums and fully contributes to discussions and decision making. Inter-agency working exists and works effectively at both a strategic and a practice level within the organisation and can be evidenced through quality assurance activity and management oversight. | 3 | <p>SDC Strategic lead attends and inputs to GSCB and GSAB meetings</p> <p>SDC Operational Leads attend, actively contribute to discussion and decisions, take leads on certain task and finish groups at the following:-</p> <ul style="list-style-type: none"> District Safeguarding Group and associated task and finish groups New Safeguarding Locality Partnerships (in Stroud district) GSAB Comms and Engagement Group GSCB – training and dev group (inc. multi agency training CPD) GSAB – training and dev group (inc . multi agency CPD/ MCA/DoLS) GCC MHCC – training and dev group SDC SA and DV Forum GCC Modern Slavery Group GCC Community Safety Forum GCC GDAWG (including ABI training) CCG/PH Mental Health Concordat and associated sub groups (Better MH, MH Stigma reduction and Suicide Prevention) County Health and Wellbeing Board County Mental Health and Wellbeing Board <p>Management oversight of the SDC safeguarding operational lead is achieved by way of the internal performance management system and regular 1-1 meets. The new SDC QA (2018) will enable the SDC safeguarding group to check and challenge</p> |



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| <p>4.2 - Staff and volunteers understand the GSCB Levels of Intervention guidance and the type of support that should be provided according to the needs of the child or young person (Improvement Plan)</p> | <p>Staff working within the organisation are not aware of the Levels of Intervention guidance or the action that they would need to take if they were concerned about a child</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>Staff and volunteers understand thresholds for intervention across the continuum of need and use the Levels of Intervention guidance as part of their daily decision making to ensure that appropriate decisions are made in the best interests of the child and their family</p> | <p>2</p> | <p>The compulsory SDC level 2 in-house Safeguarding Awareness training enables all staff and volunteers to understand the thresholds and GSCB Levels of Intervention Guidance 2017, by way of explaining and enabling understanding of the LOI windscreen and the full LOI document k?(including a scenario exercise , followed by demonstrating how to access the latest version of the LOI on the SDC Safeguarding intranet page)</p> |
| <p>4.3 - Staff are confident in the use of healthy, respectful professional challenge if they do not agree with the decisions that have been made within and across agencies. Click here to view the GSCB Escalation of Professional</p> | <p>Staff are not aware of or confident in the use of healthy challenge. They are not aware of the GSCB Escalation of Professional Concerns Guidance</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>All appropriate staff within the organisation understand and apply the principles of respectful challenge as part of their daily practice. Discussions regarding the importance of professional challenge take place as part of supervision arrangements. Concerns are escalated appropriately and in line with the GSCB policy. The senior leadership team are advised of the number of challenges that are made and these are reported back to the GSCB. Please provide details of the number of escalations that have been raised by the organisations since April 2017</p> | <p>2</p> | <p>SDC compulsory level 2 Safeguarding training informs all staff on the GCC Escalation and Challenge Policy and links to the procedure as set out by GCC – SDC Intranet contains links to the policy as well</p> <p>0 Escalations have been raised by SDC staff members or SDC volunteers since April 2017</p> <p>Action 18/19: SDC Safeguarding Group to Send an annual formal audit of learning questionnaire to all SDC staff to check/challenge:- *knowledge, understanding, involvement in SDC Safeguarding concerns/Multi Agency Referrals *Escalation Policy: understanding and knowledge of how/when to use it *Allegations Management (LADO procedures):</p> |



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| Concerns Guidance | | | | | understanding and knowledge of how/when to use it |
| 4.4 – Staff are aware of the roles and responsibilities of other professionals and agencies and understand the importance of multi-agency working with children, young people and their families as defined in Working Together to Safeguard Children (2015) | Staff are not clear about the role and responsibilities of other professionals or the importance of working together to improve outcomes for children and young people | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Staff within the organisation are clear about their own roles and responsibilities and those of other professionals and agencies. Practice is in line with the requirements of Working Together to Safeguard Children and any concerns about the effective of multi-agency working are raised in line with GSCB guidance and procedures. | 2 | <p>Compulsory SDC Safeguarding Awareness Training level 2 enables all staff to understand their safeguarding role and responsibilities, the SDC Safeguarding Group and other organisations, in line with Working Together to Safeguard Children (2015)</p> <p>Action 18/19: SDC Safeguarding Group to Send an annual formal audit of learning questionnaire to all SDC staff to check/challenge:- *knowledge, understanding, involvement in SDC Safeguarding concerns/Multi Agency Referrals *Escalation Policy: understanding and knowledge of how/when to use it *Allegations Management (LADO procedures): understanding and knowledge of how/when to use it</p> |
| Standard 5 – Staff are aware of information sharing procedures | | | | | |
| 5.1 - Staff are aware of how to access multi-agency guidance on information sharing | Staff are not aware of how to access multi-agency guidance on information sharing | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There are information sharing procedures/guidance in place. Staff understanding of the procedures/guidance is monitored through internal audit and supervision checks. | 2 | All SDC staff are made aware of how to access HM Government non-statutory guidance on information sharing by way of the SDC level 2 Safeguarding Awareness Workshop – it details the seven golden rules of Information Sharing and the link to it on the SDC intranet Safeguarding page (see document). Whilst this is multi agency guidance, there are issues that mean checks need to be made around information sharing at SDC |



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| | | | | | <p>SDC has a Data Protection Policy that all staff have had refresher training in (2016/17) https://www.stroud.gov.uk/media/356518/data-protection-policy.pdf</p> <p>Action 2018/19: *SDC Safeguarding Strategic lead to link with SDC Legal team by 31/3/18</p> |
| 5.2 - All staff and volunteers who come into contact with children understand the purpose of information sharing in order to safeguard children | Staff and volunteers who come into contact with children do not understand the purpose of information sharing. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Staff and volunteers who become aware of issues relating to child protection fully understand the importance of information sharing in order to safeguard children. | 3 | All SDC staff are made aware of information sharing by way of the SDC Intranet Safeguarding page via level 2 Safeguarding training and by way of induction by the Service Manager/Supervisor of the area that they are volunteering in |
| 5.3 – All staff within the organisations know when and how to share information when there are concerns about the safety and welfare of a child | Staff do not understand when and how to share information and do not seek advice from the safeguarding lead | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Staff within the organisation understand when are how to share information; are clear about the importance of discussing concerns and obtaining consent wherever it is safe to do so and also the action that is taken when there are concerns that a child is at immediate risk of significant harm. | 3 | All SDC staff are made aware of information sharing by way of the SDC Intranet Safeguarding page via level 2 Safeguarding Awareness training – the training details when and how to share information, clarity about the importance of discussing concerns and obtaining consent wherever it is safe to do so and the action that is taken when there are concerns that a child is at immediate risk of significant harm. |
| Standard 6 – Appropriate training, supervision and support for staff | | | | | |



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| <p>6.1 – Safeguarding is included in the organisation’s induction programme for staff and volunteers</p> | <p>Staff induction does not include safeguarding information. Staff do not have an awareness of their own safeguarding responsibilities or those of other professionals</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>An induction process is in place which includes safeguarding information. All staff receive an introduction to the organisation’s child protection policy and local reporting processes, which includes Levels of Intervention guidance, professional challenge/Escalation Policy and information sharing guidance. The induction always takes place within the first 6 months of employment.</p> | <p>3</p> | <p>An induction process is in place which includes safeguarding information ; level 1 and level 2. All staff receive an introduction to the SDC Safeguarding Policy and local reporting processes, which includes Levels of Intervention guidance, Professional Challenge/Escalation Policy and Information Sharing Guidance. The induction always takes place within the first 6 months of employment</p> <p>Level 1 Safeguarding Awareness ‘e’ learning training and level 2 Safeguarding Awareness Workshop training are compulsory at SDC and form part of every staff member’s induction process.</p> <p>(see section 6.3 for numbers trained)</p> |
| <p>6.2 - Safeguarding training is accessed by all members of staff appropriate to their job roles, which includes; in-house single agency training and as appropriate multi-agency specialist training.</p> | <p>Staff within the organisation do not receive appropriate levels of training.</p> | <p>Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>All staff within the organisation have received safeguarding training or are due to receive the training appropriate to their role and responsibilities. This can be clearly evidenced and is regularly reported to the senior leadership team.</p> | <p>3</p> | <p>In 2016/17, Safeguarding Awareness Training level 2 was made compulsory for all existing/new staff employed by SDC (including lead reps for contractors, apprentices and volunteers) appropriate to their job roles. New starter training is delivered in May/June and November/December each year (2017/18) onwards. All staff/lead reps for contractors, apprentices and volunteers are required to complete SDC Safeguarding level 2 Awareness Training every 3-4 years.</p> <p>All attendees names and dates of attendance are recorded and fed back to HR.</p> <p>As of 2015/16, Safeguarding Awareness level two training (children, young people and adults) became compulsory for</p> |



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| | | | | <p>all existing and new SDC staff, contractor leads and volunteers. In 2016/17 368 existing staff (totalling 37 workshop sessions) and in 2017/18 61 SDC new starters (totalling 8 workshop sessions) were trained by the SDC in-house multi agency Safeguarding Trainer, who ensured that all trainees completed a self-evaluation form to indicate their safeguarding knowledge for the protection of children, young people and adults (both at the start of the training session and at the end).</p> <p>Those trained from front line areas ie: SDC , Tenant Services are signposted/and attend additional specific Training on Neglect. Sports Centre staff ie: coaches/swimming instructors complete additional Safeguarding training as part of their NGB coaching awards (every 3 years). SDC Neighbourhood Wardens undertake additional training in Suicide prevention, substance and alcohol misuse, CSE and modern slavery.</p> <p>The SDC in-house multi agency trainer is experienced in the Safeguarding field and trained to level 3 in Safeguarding for Children (ratified by GSCB training and dev group trainer trainers), Level 3 MCA/Dols, ABI Trained trainer, Asist, Safe Talk, Substance and Alcohol Misuse, modern slavery, mental health first aid, mental health awareness, Trained trainer and is a qualified therapist. CPD is achieved via annual GSCB and GSAB cpd sessions/events, being part of/contributing to both GSCB and GSAB T and D groups and additional specific training ie: Neglect..</p> <p>In addition, in 2017/18, SDC Licensing Team led on a county</p> |
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| | | | | | <p>wide project to train taxi drivers across Stroud district. As at December 2017, 200 taxi drivers have successfully completed Safeguarding level 2 Awareness training at SDC (the first of the districts to do so) by way of GCC Multi Agency trainer.</p> <p>Since 2016/17 Total number of staff trained in level 2 Safeguarding Children, Young People and Adults Awareness totals: 429 SDC staff and 200 taxi drivers</p> <p>Total number of workshops delivered: 45 by SDC In-House Multi Agency Trainer and 11 by GCC Trainer respectively</p> <p>Action 2017/18 *17/18 Safeguarding to be added back to the SDC Risk register by March 2018</p> |
| 6.3 – The organisation keeps records of the safeguarding training attended by each volunteer or staff member | There are no safeguarding training records kept by the organisation | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There are robust records kept by the organisation that show each course, both single agency and multi-agency that a member of staff has attended and the date of attendance. The organisation also records that the 3-month evaluation questionnaire has been completed. | 2 | <p>SDC Operational lead and HR record every staff member who has successfully attended/achieved level 1 'e' learning and level 2 multi-agency workshop per annum.</p> <p>Every staff member completes an Evaluation at the start and end of their training workshop – then held by the SDC Operational Training lead</p> <p>Action 2018/19: *The new QA to include section on sending an annual formal audit of learning evaluation questionnaire to all staff re: Safeguarding since being trained .</p> |
| 6.4 – The | There are no | Please rate | The organisation has a robust | 1-2 | As of 2015/16, Safeguarding Awareness level two training |



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| <p>organisation measures the impact of safeguarding training back in the workplace and on outcomes for children and young people</p> | <p>processes in place within the organisation to measure the impact of safeguarding training</p> | <p>partly met if your agency had some arrangements in place but is not yet fully meeting the standard</p> | <p>mechanism to be able to measure the impact of safeguarding training attended by staff and volunteers on their practice through applied learning, which leads to improved outcomes for children and young people</p> | <p>(children, young people and adults) became compulsory for all existing and new SDC staff, contractor leads and volunteers. In 2016/17 368 existing staff (totalling 37 workshop sessions) and in 2017/18 61 SDC new starters (totalling 8 workshop sessions) were trained by the SDC in-house multi agency Safeguarding Trainer, who ensured that all trainees complete a self-evaluation form to indicate their safeguarding knowledge for the protection of children, young people and adults (both at the start of the training session and at the end). They also evaluated the trainer.</p> <p>In addition, in 2017/18, SDC Licensing Team led on a county wide project to train taxi drivers across Stroud district. As at December 2017, 200 taxi drivers have successfully completed Safeguarding level 2 Awareness training at SDC (the first of the districts to do so) by way of GCC Multi Agency trainer.</p> <p>Since 2016/17 Total number of staff trained in level 2 Safeguarding Children, Young People and Adults Awareness totals: 429 SDC staff and 200 taxi drivers</p> <p>Total number of workshops delivered: 45 by SDC In-House Multi-Agency trainer and 11 by GCC trainer</p> <p>Action 2018/19: *Collate the evaluation sheets from all the scoring tables from 45 workshops by the 31st March 2018</p> <p>*SDC Safeguarding Group to send an annual formal audit of learning questionnaire to all SDC staff by December</p> |
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| 6.5 - Learning from system reviews, relevant to the organisation have been disseminated and embedded. They might include Serious Case Review's (SCR) and other systems review, Child Death Overview Panel (CDOP), Critical learning review (Youth Justice Board) | No dissemination of learning from any system reviews. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Systematic dissemination of learning from reviews relevant to the organisation and of embedding the learning into the organisational culture. | 2 | <p>The SDC Strategic Safeguarding lead disseminates all SCR reports electronically to Safeguarding Operational leads and relevant service areas to discuss/understand and use the learning</p> <p><u>In 2016/17:</u> SDC has not been involved on any SCR panels</p> <p><u>In 2017/18</u> SDC Tenant Services were involved in one post SCR learning feedback event for the 'Alice' case .</p> <p><u>Action 2018/19:</u> *SDC Safeguarding Group to reinstate meeting in person every quarter from March/April 2018 and use the new QA to enhance and embed the learning from SCR's</p> |
| Standard 7 – Safe Recruitment and Allegations Management | | | | | |
| 7.1 - Relevant staff have access to safer recruitment training | Relevant staff within the organisation do not have access to safer recruitment training | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Relevant staff have undertaken safer recruitment accredited training, (e.g. GSCB safer recruitment training) | 2 | Relevant staff are aware and have access to Safer Recruitment Training via 'e' learning portal at GCC |



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| 7.2 - Interview panels include someone trained in safer recruitment when appropriate | Interview panels do not include a panel member who is trained in safer recruitment | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | When appropriate, Interview panels always include at least one member who has undertaken accredited Safer Recruitment training | 1 | N/A |
| 7.3 - References are taken up in line with the organisation's recruitment guidelines | References are not taken up in accordance with organisational guidelines. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Where organisational guidelines state that references are taken up after interview, this is always the case and staff are not appointed unless a satisfactory reference has been received | 3 | SDC has a Recruitment and Selection Policy and all appointments are subject to two satisfactory references. (see document attached to email) |
| 7.4 - Regulated activity under DBS has been agreed and checks undertaken | There is no clear understanding of regulated activity and DBS checks are not undertaken. | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | The organisation undertakes DBS checks on all staff and volunteers who work with children in regulated activity | 2 | SDC HR team/Service Managers undertake both enhanced and/or regular DBS checks on all staff/volunteers who are delivering a regulated activity with children, young people and vulnerable adults Risk assessment is also undertaken at certain sites to enable decision on whether volunteers are delivering regulated activities/or not and whether a DBS is required (see example attached to the email from SDC Museum In The Park facility) We have identified a need to enhance DBS check all SDC |



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| | | | | | <p>Councillors</p> <p>*Action 1819: Safeguarding Group, SDC HR and SDC Legal to risk assess and explore options for enhanced DBS checks of all SDC Councillors</p> |
| 7.5 - All staff (where appropriate) are aware of the procedures for allegations against staff and have received relevant training | Staff are not aware of the procedures to be followed if allegations are made about them or a colleague | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | Procedures for the management of allegations are known by all appropriate staff. Allegations are referred to the most senior person who is not implicated in the concern. If an allegation has been made there is evidence that the procedures are followed properly, reported to the Local Authority Designated Officer (LADO) and clear records kept. (Please evidence the number of referrals made to the LADO, and whether they were made within timescales (Working Together 2015 stipulates within 1 working day) | 2 | <p>SDC Safeguarding Level 2 Awareness Training workshop enables all staff to be aware of staff allegations and who to report to/ and how – SDC Operational Allegations lead is named on the SDC Intranet Safeguarding group and links with the GCC LADO for allegations advice and reporting.</p> <p>SDC Corporate Team and HR work together with Allegations Ops lead for any Safeguarding allegations</p> <p>0 allegations referrals were made by SDC LADO and/or GCC LADO in 2016/17 and 2017/18</p> <p>*Action 1819: Send an annual formal audit of learning questionnaire to all SDC staff to check/challenge:-</p> <ul style="list-style-type: none"> *knowledge, understanding, involvement in SDC Safeguarding concerns/Multi Agency Referrals *Escalation Policy: understanding and knowledge of how/when to use it *Allegations Management (LADO procedures): understanding and knowledge of how/when to use it |



| Standard 8 – Monitoring and inspection of arrangements to safeguard and promote the welfare of children | | | | | |
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| 8.1 – There is a quality assurance framework in place which is embedded and the findings routinely lead to practice improvements (please provide copy as evidence) (Improvement Plan) | There is no internal safeguarding quality assurance framework in place | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There is a quality assurance framework in place within the organisation. Safeguarding children and young people is integral to the principles and objectives of the framework and there is clear evidence that findings from quality assurance activity leads directly to practice improvements through learning and development opportunities and changes to policies and procedures | 1 | <p>Action 2018/19:</p> <p>*New QA framework to be created Jan – April 2018 as a task and finish project/SDC working in partnership with district Safeguarding Group colleagues (content to be similar for all districts). This will ensure a QA framework for the SDC Safeguarding Group to use for future best practice and improvement</p> |
| 8.2 – There are key performance indicators in place that provide internal assurance about the quality of safeguarding responses and data is routinely shared with the GSCB (Improvement Plan) | The organisation does not have safeguarding performance indicators in place | Please rate partly met if your agency had some arrangements in place but is not yet fully meeting the standard | There is a robust safeguarding performance framework in place, and reports are provided on a quarterly basis through the organisation’s strategic reporting frameworks. Data is shared with the GSCB on a quarterly basis and more detailed reports are provided as required. | 1 | <p>Number of Safeguarding concerns raised for Children by SDC staff 2016/17: 13 and in 2017/18: 4</p> <p>(7 of which became full referrals via MARF)</p> <p>Action 2018/19:</p> <p>*New QA framework will provide the outcome measure at the newly reinstated SDC Safeguarding Group meetings every 4 months</p> <p>*New KPI for MASH: GCC/GSCB/MASH to send feedback/and updates on what happened to any Safeguarding referrals made by SDC and the relevancy of each referral</p> |